

## **NOTE REGARDING HTC AND SECTION 1602 8609 APPLICATIONS:**

As part of your 8609 application package for tax credits or Section 1602 (Tax Credit Exchange) Program funds, an updated Multifamily Rental Housing Common Application Form must be submitted to Minnesota Housing in both printed and electronic form. A printed and fully signed/executed version of the application form, with all changes from the most recent of your initial tax credit reservation application, Section 1602 application or as applicable your tax credit/1602 carryover application highlighted and initialed, must be submitted with your application package. The updated application form must be signed by at least one general partner involved in the project and the non-profit partner, if applicable. An electronic version of this updated application form must be submitted to Minnesota Housing by e-mail at the same time you submit your printed application package. This electronic application form must be e-mailed to [tax.credits@state.mn.us](mailto:tax.credits@state.mn.us).

Should you require one, a [blank application template](#) is available for your use at the Minnesota Housing web site. You may also update and use an existing electronic application from your files which you may have saved from your last tax credit/1602 submission to Minnesota Housing on your development.

To assist you in preparing your application, an electronic version of “baseline” information, stemming from your last application for tax credits/1602 funds, can be provided to you via e-mail should you need one. To request this information from Minnesota Housing, please e-mail your request for “Request For Baseline File To Prepare Tax Credit/1602 8609 Application” to [tax.credits@state.mn.us](mailto:tax.credits@state.mn.us). Be sure to include your project name and Minnesota Housing file #'s (D, M, HTC) as they appeared on the development's tax credit Reservation Agreement or Section 1602 Program Award and Acceptance Letter previously issued to you. If you prefer to call in your request, please call Tamara Wilson at (651) 296-4451.